

**ALABAMA BOARD OF COURT REPORTING**

**Post Office Box 241565**

**Montgomery, Alabama 36124-0066**

**Phone: 334.215.7232**

**FAX: 334.215.7231**

**E-Mail: [abcr@leadership-alliance.org](mailto:abcr@leadership-alliance.org)**

**Web Site: [www.abcr.alabama.gov](http://www.abcr.alabama.gov)**

**CEU APPROVAL REQUEST FORM**

INSTRUCTIONS: This form is to be completed by licensed Court Reporters's requesting approval for CEU's not previously approved by NCRA, ACRA, NVRA or their affiliate divisions. Upon receipt of a complete CEU Approval Request Form, the request will be reviewed by the ABCR CEU Sub Committee for their review. You will be notified in writing of the committees' conclusion as soon as possible.

Name: \_\_\_\_\_ License #: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_ Type of Hours Earned:

Location of Seminar: \_\_\_\_\_ ☐ College Credit

Title: \_\_\_\_\_ ☐ Published Articles

Brief Description: \_\_\_\_\_ ☐ Educational

\_\_\_\_\_ Presentation

\_\_\_\_\_ ☐ Professionalism

\_\_\_\_\_ ☐ Office Procedures

\_\_\_\_\_ ☐ Other \_\_\_\_\_

Principal Instructor: \_\_\_\_\_

Dates: \_\_\_\_\_ Hours Earned: \_\_\_\_\_

1. How does the content of the activity fit into one of the ABCR approved content areas as described in the ABCR Rules and Regulations? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. How is the activity geared toward the practice of court reporting or court reporting professionals?

\_\_\_\_\_

3. How will the activity assist you in your roles as a Licensed Court Reporter? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Do the presenters possess recognized credentials and experience related to the content of the activity? What are they? \_\_\_\_\_

---

---

---

---

5. If the activity is business oriented in nature, does it include a component on how to pass the material on to clients?

---

---

---

---

---

6. If the course is a teleconference, how will it provide an opportunity to interact with the instructor or facilitator? \_\_\_\_\_

---

---

---

---

---

7. Will the program increase your skills or knowledge in the practice of Court Reporting? \_\_\_\_\_

---

---

---

---

---

8. What documentation can you provide to support the number of hours you are claiming? \_\_\_\_\_

---

---

---

---